



MARYLAND
STATE RETIREMENT
and PENSION SYSTEM

STATE RETIREMENT AGENCY
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Baltimore, MD 21202
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R. Dean Kenderdine
Executive Director
Secretary To The Board

Information for Prospective Candidates for the Board of Trustees

The Maryland State Retirement and Pension System's Board of Trustees will hold an election in the summer of 2010 to elect a State Police Retirement System representative. Only active and retired members of the State Police Retirement System will be eligible to vote in this election.

To qualify as a candidate, you must be an active or retired member of the State Police Retirement System. The term of office the successful candidate will serve is August 1, 2010 through July 31, 2014.

Using an official nomination petition, potential candidates must obtain the signatures and dates of birth of 100 persons who are eligible to vote in this election. Missing, inaccurate or illegible dates of birth will invalidate the signature.

Should you decide to take part in the election and download the information supplied below, it is still necessary for you to notify us of your intention to run. By knowing the number of expected candidates, we may better plan the election process and keep you advised of upcoming deadlines. You may notify us of your participation by calling Charles D. So at (410) 625-5608 or toll-free at (800) 492-5909.

The following forms and information have been included:

- 1) A copy of the election schedule that has been adopted by the Board of Trustees.
- 2) The nomination forms to obtain signatures in support of your candidacy.
- 3) A copy of the Board of Trustees' regulations relating to the conduction of the election.

Please submit completed nomination petitions by mail to:

State Retirement Agency
Attn: Charles D. So
120 E. Baltimore Street
Baltimore, MD 21202

All petitions must be received in this office by 4:30 p.m. on March 17, 2010 and must be accompanied by the biographical statement (limited to 250 words) setting forth your relevant experience, but excluding any reference to endorsement by an employee organization.

Should you have any questions during the course of obtaining signatures, please call Charles D. So at (410) 625-5608.

**STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND
STATE RETIREMENT AGENCY
120 EAST BALTIMORE STREET
BALTIMORE, MD 21202**

ELECTION SCHEDULE

The term of office for the successful candidate will be from August 1, 2010 through July 31, 2014.

In accordance with SPP §21-104(b)(1)(iii), Annotated Code of Maryland, a candidate for the State Police position may be either an active member or a retiree of that System. The Board of Trustees' Regulations (COMAR 22.03.01.06A(2)(b)(i) require that a candidate for the position must secure the signatures and dates of birth of 100 active employees or retirees of the State Police Retirement System in order to appear on the ballot.

Election schedule follows:

<u>Date</u>	<u>Action</u>
October 19, 2009 through January 15, 2010	An eligible voter may obtain a nomination form from the Executive Director.
March 17, 2010	Completed nomination forms shall be submitted to the Executive Director by an eligible voter. Deadline is 4:30 P.M.
March 31, 2010	Executive Director certifies that an eligible voter Satisfies the conditions set forth in 22.03.01.06 of the Board of Trustees' Regulations.
May 14, 2010	Mailing of election notices Personal I.D. Number (PIN) for IVR and website access.
May 24, 2010	IVR (telephone) and voting website (internet) open for voting.
June 18, 2010	Last day for voting. Deadline is 5 P.M.
July 20, 2010**	Election results shall be announced at the July Board of Trustees' Meeting.

** Subject to the Board of Trustees' approval of the 2010 meeting dates.

STATE POLICE RETIREMENT SYSTEM

We, the undersigned, active or retired members of the State Police Retirement System of Maryland, hereby respectfully present _____ (Name) as a

I, _____ (Nominee) do hereby declare that I am employed as a _____ member of the State Police Retirement System, and consent to serve as Trustee, if elected _____

We, the undersigned, individually certify that we are active or retired members of the State Police Retirement System:

***Note: Failure to supply your correct date of birth will invalidate your nomination of this candidate.**

[illegible][illegible][illegible]

MEMBER'S NAME										DATE OF BIRTH		Member's Signature	Date					
First Last										m	d			y	e	a	r	

MEMBER'S NAME										DATE OF BIRTH										MEMBER'S SIGNATURE										DATE																			
First										Last										m	m	d	y	e	a	r																							

[illegible]

MEMBER'S NAME										DATE OF BIRTH										Member's Signature										Date										
First										Last										m	d	y	e	a	r															

[illegible]

(See Reverse Side)

22.03.01.00

Title 22 STATE RETIREMENT AND PENSION SYSTEM

Subtitle 03 BOARD OF TRUSTEES

Chapter 01 Election of Trustees

**Authority: State Personnel and Pensions Article, §§21-104(b) and 21-110, Annotated Code of
Maryland**

22.03.01.01

.01 Definitions.

A. In this chapter, the following terms have the meanings indicated.

B. Terms Defined.

- (1) "Election year" means the calendar year during which the election of trustees is conducted.
- (2) "Eligible voter" means a member or retiree of the Employees' System, State Police System, or Teachers' System.
- (3) "Employees' System" means the following State systems;
 - (a) Employees' Pension System;
 - (b) Employees' Retirement System;
 - (c) Judges' Retirement System;
 - (d) Correctional Officers' Retirement System;
 - (e) Local Fire and Police System;
 - (f) Natural Resources Pension System; and
 - (g) Legislative Pension Plan.
- (4) "State Police System" means the State Police Retirement System.
- (5) "Teachers' System" means the Teachers' Pension System and the Teachers' Retirement System.

22.03.01.02

.02 Election of Trustees—General.

A. The Board of Trustees shall conduct elections for eligible voters to select:

(1) Two trustees to serve on the Board of Trustees, one from the Employees' System and one from the Teachers' System, not later than June 1, 1997, and every 4 years after that, for a 4-year term to begin on August 1 of the election year;

(2) One trustee to serve on the Board of Trustees from the State Police System, not later than June 1, 1998, and every 4 years after that, for a 4-year term to begin on August 1 of the election year; and

(3) Two trustees to serve on the Board of Trustees, one from the Employees' System and one from the Teachers' System, not later than June 1, 1999, and every 4 years after that, for a 4-year term to begin on August 1 of the election year.

B. At each election, eligible voters from the:

(1) Employees' System shall select one trustee from the Employees' System;

(2) State Police System shall select one trustee from the State Police System; and

(3) Teachers' System shall select one trustee from the Teachers' System.

C. Eligibility of Retirees to Serve as Trustees.

(1) One of the two trustees from the Employees' System and the Teachers' System shall be a retiree.

(2) The trustee from the State Police System may be a retiree.

22.03.01.03

.03 Election Schedule.

A. The Executive Director shall prepare a schedule for conducting the election of trustees that conforms to the requirements of §B of this regulation.

B. The election schedule shall include the following information:

- (1) The time period during which an eligible voter may obtain a nomination form from the Executive Director;
- (2) The date completed nomination forms shall be submitted to the Executive Director by an eligible voter;
- (3) The date the Executive Director certifies that an eligible voter satisfies the conditions set forth in Regulation .06 of this chapter;
- (4) The date the Retirement Agency distributes ballots to eligible voters;
- (5) The last date completed ballots shall be received by the Retirement Agency from eligible voters; and
- (6) The date election results shall be announced.

C. At or before the December meeting of the Board of Trustees in the year preceding the election year, the Executive Director shall submit the election schedule to the Board of Trustees for its review. After making any revisions the Board of Trustees believes appropriate, a majority of the Board of Trustees shall approve the election schedule and direct the Executive Director to conduct the election of trustees in accordance with the election schedule.

22.03.01.04

.04 Election Notice.

A. The Executive Director shall notify all eligible voters of the election of trustees during the month of January of the election year.

B. The election notice shall include:

(1) The election schedule approved by the Board of Trustees;

(2) An explanation of the eligibility requirements to serve as a trustee set forth in State Personnel and Pensions Article, 21-104(a)(7), 21-104(a)(8), and 21-104(b)(1), Annotated Code of Maryland, this chapter; and

(3) Other information the Executive Director considers necessary for eligible voters to fully understand the purpose and procedures of the election.

C. The Executive Director shall circulate the election notice by:

(1) Distributing the election notice to retirement coordinators of all participating employers for posting;

(2) Publishing the election notice in Retirement Agency newsletters; and

(3) Using any other method the Executive Director considers appropriate to notify eligible voters of the election.

22.03.01.05

.05 Nomination Form.

- A. The Retirement Agency shall provide a nomination form to an eligible voter.
- B. Except as provided in a revised election schedule issued under Regulation .06 of this chapter, the Executive Director may not distribute a nomination form to an eligible voter after February 1 of the election year.
- C. An eligible voter may photocopy a nomination form.

22.03.01.06

.06 Nomination of Candidates.

A. The name of an eligible voter shall be placed on the ballot as a candidate if the Executive Director certifies that the following criteria are met:

(1) The eligible voter satisfies the eligibility requirements set forth in State Personnel and Pensions Article, §§21-104(a)(7), 21-104(a)(8), and 21-104(b)(1), Annotated Code of Maryland; and

(2) On or before the date specified in the election schedule, the Executive Director receives:

(a) For an eligible voter to be a candidate for the Employees' System or Teachers' System:

(i) Completed nomination forms with the signatures and birth dates of not less than 500 eligible voters;

(ii) A separate biographical statement limited to 250 words setting forth the eligible voter's relevant experience but excluding any references to endorsements by an employee organization; and

(iii) Confirmation that at least 500 of the individuals who signed the nomination forms are eligible to vote for the eligible voter to serve as trustee; or

(b) For an eligible voter to be a candidate for the State Police System:

(i) Completed nomination forms with the signatures and birth dates of not less than 100 eligible voters;

(ii) A separate biographical statement limited to 250 words setting forth the eligible voter's relevant experience but excluding any references to endorsements by an employee organization; and

(iii) Confirmation that at least 100 of the individuals who signed the nomination forms are eligible to vote for the eligible voter to serve as trustee.

B. Only One Eligible Voter Designated as Candidate.

(1) If the Executive Director certifies that only one eligible voter from the Employees' System, the State Police System, or the Teachers' System may be placed on the ballot as a candidate, the provisions of this section apply to the selection of the eligible voter to serve as trustee.

(2) The eligible voter who may be placed on the ballot as the sole candidate to serve as trustee for the Employees' System, the State Police System, or the Teachers' System shall:

(a) Be considered nominated to serve as trustee for the Employees' System, the State Police System, or the Teachers' System; and

(b) Serve as trustee for the 4-year term beginning on August 1 of the election year.

(3) The Executive Director shall:

(a) Discontinue the election process for the trustee for the Employees' System, the State Police System, or the Teachers' System with only one candidate who may be placed on the ballot;

(b) Report the results to the Board of Trustees; and

(c) Proceed with an election for other trustees for the Employees' System, the State Police System, or the Teachers' System with more than one candidate as provided in this chapter.

(4) On receipt of the Executive Director's report, the Board of Trustees shall:

- (a) Certify the results;
- (b) Direct the secretary for the Board of Trustees to notify the candidate; and
- (c) Publish the results of the election as provided in Regulation .10 of this chapter.

C. No Eligible Voter Certified as Candidate.

(1) If the Executive Director is not able to certify the name of one eligible voter from the Employees' System, the State Police System, or the Teachers' System to be placed on the ballot as a candidate, the provisions of this section apply.

(2) The Executive Director shall:

- (a) Terminate the election or elections for which no candidate may be placed on the ballot;
- (b) Promptly prepare a new election schedule in substantial conformity with this chapter for approval by the Board of Trustees; and
- (c) Proceed with an election for the trustee for the Employees' System, the State Police System, or the Teachers' System with more than one candidate as provided in this chapter.

(3) On approval of the revised election schedule by a majority of the Board of Trustees, the Executive Director shall conduct the election of a trustee or trustees in accordance with the revised schedule.

22.03.01.07

.07 Election.

A. Ballots.

(1) Ballots shall include the following information:

- (a) The names of each candidate, listed in alphabetical order;
- (b) The biographical statement of each candidate as revised by the Executive Director; and
- (c) The procedures for voting.

(2) Ballots shall be distributed to each eligible voter not later than 20 days before the date the voting shall be completed.

(3) Completed ballots shall be received by the Retirement Agency from an eligible voter on or before the close of business (4:30 p.m. eastern daylight time) on the date designated by the Executive Director in the election schedule. A ballot received after the close of business (4:30 p.m. eastern daylight time) on the date designated shall be rejected.

B. Each eligible voter from the:

- (1) Employees' System may vote for one trustee for the Employees' System;
- (2) State Police System may vote for one trustee for the State Police System; and
- (3) Teachers' System may vote for one trustee from the Teachers' System.

22.03.01.08

.08 Canvassing of Ballots.

- A. The Executive Director or the Executive Director's designee shall supervise the canvassing of ballots.
- B. The Executive Director or the Executive Director's designee shall determine if a ballot is valid or void. If the candidate designated by an eligible voter on the ballot cannot be determined, the ballot shall be void.
- C. If an eligible voter submits more than one ballot:
 - (1) One ballot shall be valid if the same candidate is designated on each ballot; or
 - (2) All ballots shall be void if:
 - (a) More than one candidate is designated on each ballot, or
 - (b) Different candidates are designated on each ballot.
- D. The candidate receiving the highest number of votes shall win the election.
- E. The Executive Director shall establish procedures for a run-off election in the event of a tie, subject to approval by a majority of the Board of Trustees.

22.03.01.09

.09 Certification of Election Results by the Board of Trustees.

A. The Executive Director shall report the results of the election to the Board of Trustees at its June meeting.

B. On receipt of the results, the Board of Trustees shall certify the results of the election and direct the Secretary for the Board of Trustees to notify the winning candidate.

22.03.01.10

.10 Publication of Election Results.

The results of the election shall be published in Retirement Agency newsletters.

22.03.01.11

.11 Challenges and Retention of Ballots.

A. Within 15 days after certification of the election results by the Board of Trustees, an unsuccessful candidate may petition the Executive Director in writing for a recount of the ballots.

B. Ballots shall be retained by the Executive Director for at least 30 days following an election or until a duly filed challenge is finally decided, whichever occurs later.

22.03.01.12

.12 Vacancy of Trustee Position during Term.

If a trustee dies or resigns before the completion of the trustee's term, the Board of Trustees shall direct the Executive Director to conduct an election to select a successor trustee to serve for the balance of the trustee's term. The election shall be conducted in substantial conformity with the procedures set forth in this chapter.